SPECIAL PAYMENTS
SCREEN ID: HUE01

COMPANY----> `0` `0` ` ` ` `   BATCH NUMBER-> ` ` ` ` ` ` ` `   PAGE NUMBER-> ` ` ` ` ` ` ` `

EMPLOYEE NUMBER	T C D	T R N	PAY NO	STATE Local	DEP SEC	(1) T A X	(2) C H K	(3) D E K	DATE FROM	DATE TO	(4) HOURS	(5) RATE/AMOUNT	* (6) 2nd Line A D J	(7) 2nd Line A U
	0	9 X X							2nd Line LABOR	CODE	WORK FIELD			
	0	9 X X												
	0	9 X X												
	0	9 X X												
	0	9 X X												
	0	9 X X												

SHADED AREAS ARE NOT USED FOR INPUT AT THIS TIME   * WKFLD and LABOR DIST CDE appear on screen but are not used

(1) TAX DESCRIPTOR
0- Withhold taxes at the suppl. % rate
1- Withhold taxes based on from and to dates
2- Withhold no taxes but add amount to taxable fields
3- Withhold no taxes but add amount to non-taxable fields
4- Reduce regular pay by this amount before calculating
5- Withhold taxes based on employee's master file & tax table

(2) SEPARATE CHECK INDICATOR
0 - Tax in conjunction with regular payments (1 check)
1 - Separate taxing (1check)
2 - Produce separate check and no regular check (1 check)
3 - Produce separate check in addition to regular check (2 checks)

(3) DEDUCTION INDICATOR
0- Withhold normal deductions
7- Withhold only % deductions
8- Do not withhold any deductions
9- Withhold only banking (DD) deductions

(4) HOURS
Enter SP hours as 2-decimal amount
ex: 40 hours = 4000

(5) RATE/AMOUNT
Specify a 6-decimal rate or a 2-decimal amount
ex: $5.50/hour = 5500000
ex: $400 amt = 40000

(6) ADJ INDICATOR
Blank - No adjustments / overrides
   Auto Spec Pay on H10AS
+ Add to Auto Spec Pay on H10AS
- Subtract from Auto Spec Pay on H10AS

(7) AU (RATE/AMT INDICATOR)
0 - If hours are entered RATE AMT field IS A 6-decimal place rate;
     if no hours, RATE AMT field is a 2-decimal place amount
1 - RATE AMT field is a 2-decimal amount even if hours are entered

_____
Authorized Signature   Date

_____
Keyed By   Date

SCREEN ID : HRSBB

Company Number	Batch Number	Control Totals 'A' (Special Pay Hours)	Control Totals 'B' (Not used for SP batches)
0 0			

Control Totals 'C' (Spec Pay Rates and Amounts)	Control Totals 'D' (Not used for SP batches)	Pay Range
		1 2

Form PR-5
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